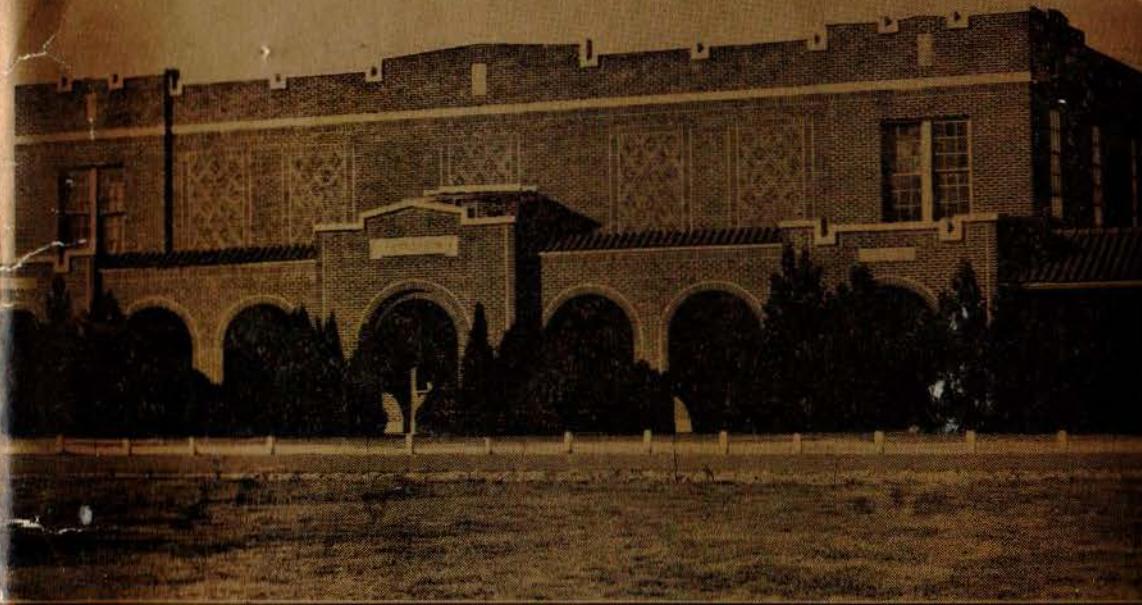


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EAST CENTRAL
JUNIOR COLLEGE

AND

AGRICULTURAL HIGH SCHOOL

DECATUR, MISSISSIPPI

TWENTY - FOURTH
ANNUAL CATALOGUE

SESSION BEGINS MONDAY, SEPTEMBER 6TH

ANNOUNCEMENT FOR 1937-1938 SESSION

**EAST CENTRAL
JUNIOR COLLEGE**

**AND
AGRICULTURAL HIGH SCHOOL
DECATUR, MISSISSIPPI**

**TWENTY - FOURTH
ANNUAL CATALOGUE**

SESSION BEGINS MONDAY, SEPTEMBER 6TH

ANNOUNCEMENT FOR 1937-1938 SESSION

(The College reserves the right to change any policies announced herein
when deemed necessary)

CALENDAR FOR SESSION 1937-1938

Monday, September 6	Freshman Week Begins
	Registration of Freshmen
Wednesday, September 8	Registration of Sophomores
Thursday, September 9	Class Work Begins
November 25—November 28	Thanksgiving Holidays
December 23	Christmas Holidays Begin
Monday, January 3, 8:00 a. m.	Work Resumed
Saturday, January 15	First Semester Ends
Monday, January 17	Second Semester Begins
Wednesday, April— 3:15 p. m.	Spring Holidays Begin
Monday, April— 8:00 a. m.	Spring Holidays End
Sunday, May 22	Commencement Sunday
Monday, May 23, 8:00 p. m.	Sophomore Graduation

1937-1938 BOARD CALENDAR

Monday, September 6	First Month's Board Due
Monday, October 4	Second Month's Board Due
Monday, November 1	Third Month's Board Due
Monday, November 29	Fourth Month's Board Due
Monday, January 3	Fifth Month's Board Due
Monday, January 31	Sixth Month's Board Due
Monday, February 28	Seventh Month's Board Due
Monday, March 28	Eighth Month's Board Due
Monday, April 25	Ninth Month's Board Due

OFFICERS OF ADMINISTRATION

L. O. TODD	President
C. R. JOHNSON	Registrar and Vice-President
MRS. J. L. JACKSON	Adviser of Girls
MRS. A. M. WALKER	Dietitian
MRS. W. P. WILSON	Hostess Boys' Dormitory
W. P. WILSON	Manager of Boys' Dormitory and Captain of Military Unit
J. R. GIPSON	Business Manager

BOARD OF TRUSTEES

NEWTON COUNTY

W. C. MABRY, President	DR. J. L. PARKES
E. M. SMITH, Secretary	J. M. THAMES
E. J. EDGAR	F. S. SMITH
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NESHoba COUNTY	
J. W. CRAWFORD	F. B. DeWEESE
W. R. RAY	OLIN LEE
SUPT. W. A. WINSTEAD	W. D. GILLIS
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SCOTT COUNTY	
W. H. JONES	SUPT. WALTER BEELAND
JOHN WALLACE	DR. W. F. JOHNSON
J. KNOX HUFF	A. T. COOPER
<hr/>	
LEAKE COUNTY	
J. H. HAMILTON	DR. V. T. HORNE
BRYAN BARNETT	FRED McMILLAN
SUPT. C. O. BROOKS	ARTHUR GLAZE
<hr/>	
WINSTON COUNTY	
SUPT. ROGER ALLEN	I. W. HORTON
CLAUDE RICHARDSON	R. B. YARBOROUGH
O. H. CRAIG	S. J. HOPKINS

BOARDS OF SUPERVISORS

NEWTON COUNTY	H. M. JAMES
J. H. EZELLE	W. H. DAVIS
E. E. WOODHAM, President	
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NESHoba COUNTY	
C. H. HARBOUR	ALBERT SHEPARD
W. W. McBEATH	J. B. FULTON
I. N. INGRAM, President	
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SCOTT COUNTY	
J. J. FOUNTAIN	L. T. SESSUMS
E. M. DAVIS	W. J. SANDERS
A. A. SINGLETON, President	
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LEAKE COUNTY	
J. J. KEMP	H. C. CHIPLEY
H. H. BROOKS	H. S. ARTHUR
H. O. HALEY, President	
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WINSTON COUNTY	
EN M. McCULLY	S. OSCAR CLAY
EARNEST H. BOSWELL	W. E. WOODWARD
CLAUDE RICHARDSON, President	

*FACULTY

L. O. TODD—President

B. S., Peabody; M. A., Columbia University; (Two years graduate work Columbia). Superintendent Philadelphia Schools, 1927-34; East Central Junior College, since 1934.

C. R. JOHNSON—History

B. S., State Teachers College; M. A., Peabody College; Graduate Student University of Chicago; Superintendent of public schools, 1924-30. East Central Junior College, since 1930.

W. P. WILSON—Director of Athletics and Botany

B. S., Mississippi State College; Candidate for M. S., University of Missouri; Commandant, T. M. I., 1927-33; East Central Junior College, since 1933.

MRS. W. W. NEWSOM—English

A. B., M. S. C. W.; M. A., University of Mississippi; Teacher of Latin and English at Columbia and Ellisville; East Central Junior College, since 1928.

MRS. JANIE SULLIVAN—Education

B. S., State Teachers College; M. A., University of Alabama; East Central Junior College, since 1925

J. W. EAKEYS—History and Education

B. S., Mississippi College; Completed work except thesis, M. A., Peabody; Superintendent of Schools, Forest City, N. C., 1924-33; East Central Junior College, since 1933.

ETHEL BURTON—Librarian

A. B., Howard College; B. A., in Library Science, University of Oklahoma; East Central Junior College, since 1931.

ZELLE WEEMS—H. S. Social Science

B. A., M. S. C. W.; Graduate work at University of Missouri; East Central Junior College, since 1931.

WINNIE J. HOOD—Home Economics

B. S., M. S. C. W.; M. A., Peabody; Teacher Home Economics, Perkinsston, 1926-32; East Central Junior College, since 1932.

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KINARD W. AUSTIN—Mathematics

B. S., Mississippi State College; Graduate work, University of Indiana;
M. S., Louisiana State University; Instructor Mathematics, Mississippi State College; East Central Junior College, since 1934.

LEON EUBANKS—English

B. S., State Teachers College; M. A., University of Mississippi; Teacher of English Mississippi high schools; East Central Junior College, since 1934.

J. R. GIPSON—Commerce

B. S., Mississippi State College; Graduate Student, University of Alabama; Instructor Commerce, Mississippi State College and Assistant Business Manager in Athletic Department; East Central Junior College, since 1934.

F. M. CROSS—Science

B. S., Millsaps; M. S., Emory University; Teacher of Science, Hattiesburg; Chemistry and Spanish, Lambuth College; East Central Junior College, since 1933.

MRS. NELLIE NEILL CROSS—Music and French

Student of Wesleyan Conservatory, Macon, Georgia; Diploma from Cincinnati Conservatory of Music, Cincinnati, Ohio; Pupil of Dan Beddoe and Jimmie Vardaman; Lived abroad four years, studying at Lausanne, Switzerland, and in Belgium; Winner of State Atwater-Kent Radio Audition, 1932; East Central Junior College, since 1934.

JOHN B. McCONAUGHEY—Social Studies

A. B., M. A., University of Alabama; East Central Junior College, since 1935.

ROBERT N. FLINT—Agriculture

B. S., M. S., Mississippi State College; Three years Vocational Teacher, Neshoba County; East Central Junior College, since 1935.

MRS. W. P. WILSON—Commerce

C. C. S., Bowling Green Business University; Formerly Instructor Tupelo High School; Tupelo Military Institute, East Central Junior College, since 1936.

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GLADYS KIRKWOOD—Physical Education and Health

A. B. and Physical Education Diploma, Whitworth; Diploma in Physical Education, Harvard Summer School; Student Chicago Normal School for Physical Education; Charlif School of Dancing, New York; Tulane University, two summers; Director Physical Education for Girls, McComb Schools, 1924-36. East Central Junior College, since 1936.

C. F. PHILLIPS—High School Agriculture and Science

B. S., Mississippi State; East Central Junior College, since 1936.

*1936-1937 Faculty

General Information and Purpose

This booklet announces the opening of the 24th session of the Newton County Agricultural High School and the 10th session of East Central Junior College.

The people of this section have given hearty support to the institution. It is located in a group of large white counties and has an enrollment second in number to the largest school of the type in Mississippi. It is supported with tax levies by five counties: Newton, Scott, Leake, Neshoba, and Winston. The people find that it is more economical to patronize junior colleges, and they, in many cases, prefer to keep their sons and daughters nearer home, where close contact can be maintained during the adolescent years.

PURPOSE

The East Central Junior College and Agricultural High School is located in the heart of Mississippi and is dedicated to the development of the cultural and intellectual resources of that section.

Other general purposes are as follows:

To develop in each student, through a broad general education, an understanding of the economic problems at work today—the problems of government, international problems, the influence of science, individual and home problems, and those elements which are generally considered a part of our culture, by means of which it is hoped that the student will develop a sense of his responsibility to his community;

To guide students in their personal problems and in the selection of their work;

To provide for wholesome social development through worthwhile student activities;

To provide definite training in agriculture, home-making, teacher training, business, etc., for students who will complete their formal education here;

To provide work that will adequately prepare students for further college work in the fields named above and, in addition, in the fields of law, medicine, dentistry, the ministry, engineering, and the broad fields of general scholarship.

The institution is committed to a policy that will make its facilities available at low cost.

HISTORY

The Newton County Agricultural High School has afforded schooling for a very large number of people who, since finishing here, have become influential and substantial citizens. It was established in 1914.

EAST CENTRAL JUNIOR COLLEGE

The Junior College was organized in 1928. From a very small beginning, the enrollment has increased to approximately 400 in the college department.

BUILDINGS AND EQUIPMENT

The plant consists of six main buildings and three residences. Work was begun February 11, 1937, involving an expenditure of approximately \$100,000 in new buildings, improvements of the old buildings, and equipment. This work involved an addition to, and modernization of, the girls' dormitory, an extensive addition to the Administration Building, a new boys' dormitory, and repairing and remodeling of the teachers' homes. After this program, the girls' dormitory will have every convenience and will be thoroughly up-to-date. Adequate kitchen and dining room facilities on the bottom floor are provided in the program. With the additional dormitory space provided, the crowded conditions prevailing in the past should be greatly relieved. Kitchen facilities will be entirely adequate.

With the completion of this building program, available classroom, laboratory, and library space will be more than doubled. New laboratories are provided for home economics, agriculture, botany, and chemistry. A new auditorium provides adequately for student activities in dramatics, music, and other activities. The amount of instructional equipment will be more than doubled as a result of this program.

Additional dressing rooms are being provided in the gymnasium.

The Carnegie Foundation has promised aid to the library by the beginning of the 1937-1938 session.

SCHOOL FARM

Beginning with the spring of 1937, a program of testing-demonstration work was started in cooperation with the State Experiment Stations to test and demonstrate work done at the experiment stations. This supplemental demonstration of good farm practice will be under the supervision of the Agriculture Department. Three general purposes in the operation of the farm are: to demonstrate experiment station results, to provide work for needy boys, and to provide produce for the boarding department.

MORAL AND RELIGIOUS INFLUENCE

East Central Junior College intends to develop Christian character. Its teachers are selected with that purpose in mind. Its administration and regulations purpose that every agency of the institution, teaching, play, and social activities will aid in this purpose.

There are in Decatur two churches, Baptist and Methodist, both very near the college. These churches are well organized to serve the religious development of students.

EAST CENTRAL JUNIOR COLLEGE

Under the auspices of the Y. M. C. A., the B. S. U., and Y. W. C. A., the students have an opportunity to cultivate definite moral and religious standards.

During the year, outstanding religious speakers are brought to the college.

ALUMNI ASSOCIATION

The Alumni Association, composed of graduates of Newton County Agricultural High School prior to 1935 and of graduates of East Central Junior College, has two regular meetings each year for the purpose of fostering measures designed to promote the growth and development of the school and for the enjoyment of special programs and banquets. The Association meets once each year in the fall in connection with a homecoming celebration; it likewise meets once each year during commencement in a banquet.

Organized in 1917, the Association now has a potential membership of about fourteen hundred, with an active membership of about two hundred.

The officers are as follows: president, Ernest M. Smith, Decatur; vice-president, Mack A. Rowzee, Decatur; secretary, Sarah Gallaspay, Decatur; reporter, Hansel Hunter, Decatur; auditor, Wade Horn, Edinburg.

SUMMER SESSION

Each summer there is held a summer quarter of twelve weeks, divided into two terms of six weeks each. Six hours' work can be carried each term. Subjects offered will be announced in a special summer bulletin. Usually, courses in English, social science, education, mathematics and other college work in most demand are the ones offered. In this way teachers are given an opportunity to get college credit each summer, and renew licenses to teach. The 1936 Summer Session will begin May 30.

For work in high school, our summer schedule runs 40 days. We usually offer opportunity for students to make a unit in one of the subjects of English, mathematics, or social science.

TEACHERS' LICENSES

Students who have passed sixty semester hours of work, twelve of which are in Education, are entitled to a Sophomore Certificate from the State Board of Examiners to teach in this state, good for two years.

SOCIAL LIFE

It is the purpose of this school to develop wholesome social life. One of the outstanding purposes of education is to have young people learn how to associate together for their mutual good. A wide ac-

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quaintance is a great asset. We expect that our young men and women will associate together, but under regulation and under proper chaperonage.

Our dormitory students are carefully and efficiently supervised. Our patrons who are forced to secure lodging in homes in the community should be careful in selecting the home and should expect these homes to assist the school in the development of the students.

We demand the right to oversee the social life of our boarding students, even though they do not live on the campus. Those boarding in town must abide by the same regulations that prevail in the dormitories.

STUDENT ORGANIZATIONS

THE KALJYC-PEERS

The Kaljyc-Peers, organized during the session of 1934-35, attempts to train young men of the freshman and sophomore classes in debate, parliamentary law, and oratory; to develop knowledge in world affairs, literature, philosophy, science, and any other field of study that might be deemed worthy; and to engage in any further activities that might promote good fellowship among the members of the society. The membership is limited and only students who have good scholastic records and who have manifested a capacity for leadership are eligible.

INTERNATIONAL RELATIONS CLUB

The International Relations Club is sponsored by the Carnegie Foundation and aims to promote an understanding of problems of international relations. Young men and women who have an interest in this work and who have good scholastic records are eligible for consideration for membership.

GLEE CLUB AND CHOIR

The Glee Club and Choir is one of the most important organizations on the campus. It is further discussed in the write-up of the Music Department.

DRAMATIC CLUB

The Dramatic Club sponsors dramatic productions from time to time and provides excellent training for those with interest and ability in this type of work.

MILITARY UNIT

The Headquarters Battery and Combat Train of the Third Battalion, 114th Field Artillery of the Mississippi National Guard was located at the College several years ago through the efforts of Congressman Ross

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A. Collins. Thirty-five enlisted men and three officers compose the unit on a peacetime strength. For boys who are interested in military training or in radio work, the activities of this organization provide excellent training. The unit is commanded by Captain W. P. Wilson and is subject to the orders of the War Department.

THE WO-HE-LO

The sophomore class, beginning with the 1936-1937 session, edits and publishes an annual, The Wo-He-Lo, which depicts student life on the campus. The 1937 edition had 96 pages.

ATHLETICS

It has been a fixed policy of the school for several years that wholesome athletics should be a part of the educational program. We have excellent facilities for sports and athletics. Every student should participate in some form of sports. We are laying plans to the end that all students may be under capable supervision in a general physical education program.

In addition to the good that comes of athletics for the participants, there is a great contribution to school life.

It is our policy to keep athletics strictly a part of the educational work of the institution and free from unwholesome influences. The general program is under capable direction. We have had good teams and hope to have better ones.

Next year the school will be represented by teams in four major sports, and plans are being made to have boxing. Our physical education and athletic program for girls is well worked out. All girls must take a part.

DISCIPLINE AND REGULATIONS

The administration demands and expects of every student to conduct himself as a gentleman or a lady. We should like for students to think right as well as to do right. That is the spirit of the school. There are few regulations or rules. Those announced will be administered. The spirit of the institution is to develop high moral character. Our purpose is to have students do that as a result of right thinking. Those who cannot or will not live up to the ideals of the school will be dealt with. We expect the full cooperation of the parents and of the friends of the school in the administration of discipline.

The Discipline Committee has general charge of the discipline and the review of the enforcement of regulations. When a student registers in the institution he enters into a contract that he will endeavor to meet the standards and ideals of the school. The conduct of a student off the campus, during week-ends or holidays, is subject to the re-

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ew of the Discipline Committee. The conduct of a student is subject to review from the time he leaves home until the time he reaches home again.

RULES FOR BOYS

1. A student applying for admission to the dormitory must furnish satisfactory evidence of good character, must pledge himself to a life of manly conduct, and must abide by the rules.
2. Profanity, drunkenness, gambling, and boisterous conduct are strictly prohibited. A student is forbidden to bring into the dormitory firearms of any kind.
3. All students are urged to attend Sunday school and church services.
4. Students are required to be in their rooms at night. Study period must be strictly observed. When the light bell rings, lights must be turned out and students must promptly retire.
5. Every student will be required to care for his room and furniture. He will be charged for damages done to same.
6. No visitor will be allowed in the dormitory after 7:00 p. m., except by special permission from the teacher in charge.
7. No student is expected to keep visitors overnight, unless the teacher in charge is notified.
8. Boys are forbidden to loaf on the streets or to spend unnecessary time in town.

DRESS

Students are encouraged to wear inexpensive and appropriate clothing. All girls are requested to have one white cotton sport dress. Low-heeled shoes are suggested for school wear. Raincoats and galoshes are needed as a safe guard to health.

RULES FOR GIRLS

1. Each girl will be required to keep her room neat and clean.
2. No trashy literature will be allowed in the dormitory.
3. Borrowing and lending of clothes is discouraged.
4. Girls will not be permitted to leave the campus or to go home at any time without permission from those in charge.
5. Girls in dormitories must have soft-soled house slippers.
6. All girls are urged to attend Sunday school and church. Students are allowed to attend young people's organizations on Sunday evenings.
7. Every student is responsible for the care of the furniture in her room. Damage to same will be charged against the room occupants.
8. Girls will not be permitted to spend the week-end with anyone except home folks, except by special permission.

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9. Playing cards, dancing, and boisterous conduct are strictly prohibited.

10. Parents wishing their girls to come home must mail permits or come in person for them. If parents cannot come in person for the girls, they must notify the Matron in advance in writing or by telephone with whom their girls may come home.

11. Girls living in the community, but not at home, are expected to meet every regulation set up for those residing on the campus.

AUTOMOBILES

No student will be allowed to keep an automobile on the campus for useless and reckless running around. No dormitory nor boarding student will be allowed to keep an automobile. Permission will be given in exceptional cases, with strict understanding that the cars are left in our charge.

HOME-GOING AND ABSENCES

The best results from work cannot be expected when the boarding students go home for the week-ends. We will have no rule relative thereto for this session but earnestly solicit the cooperation of the parents not to allow their sons and daughters to come home too often.

No student may have credit in a course from which he absents himself for more than fifteen per cent of the time. Only special exceptions will be made on the order of the President alone.

SICKNESS

Physicians are available in Decatur, and in case of sickness one will be called, unless parents prefer one from elsewhere, and so request beforehand. Students will be responsible for their doctor's bills.

In case of serious illness, parents or guardians will be notified and are expected to come to nurse the sick person, or to send a nurse.

Every precaution will be taken to safeguard against infectious and contagious diseases.

BOARDING DEPARTMENT

The boarding department is run on a cooperative basis and at the lowest possible figure consistent with wholesome and good living. All boarding students and teachers take meals in the dining hall and the fare is the same for all. Supplies are purchased wholesale. The school farm will provide all the milk and vegetables possible. They will be furnished at market prices.

To protect each boarder and the Boarding Department, everyone is required to pay his board in advance, at the beginning of the board-

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month. Each boarding month is four weeks or 28 days. When the bill is not settled in advance, a flat rate of 25 cents per meal will be charged. If satisfactory arrangements are not made it will be necessary to dismiss such student from school. The object is to protect the other students and not to work a hardship on anyone.

Visitors will pay twenty-five cents per meal. Students having parents or relatives visiting them will arrange for this.

much of the work is done with student labor as possible. The number of jobs is very limited. Applicants will be assigned by the matron or manager of the dormitories.

We expect all students whom we can accommodate to reside in dormitories.

Application for rooms will be made directly to Matron or Manager of the dormitory. To be assured of a reservation a reservation fee of \$1.00 must be sent with the application. This is returnable if asked before September 1. If a student enters school, it will be applied toward entrance fees.

Students will furnish all linens, pillows, cover, towels, and soap at home.

All students and single teachers who occupy quarters in college buildings are expected and required to take meals in the dining room. Payment will be made only when a physician certifies that a special diet cannot be prepared by the college is necessary. In that case payment sufficient to cover overhead will be made.

BEGINNING with the 1937-1938 session, there will be available a complete home-type laundry for the girls in the dormitory annex. Run of water (from the shallow well) and electric irons will be available in the laundry room. Girls will be encouraged to do the major part of laundry. A small fee may be charged dormitory girls each semester not exceeding \$2.25, for the use of facilities.

EXPENSES

AVAILBLE UPON ENTRANCE:—

College Dormitory Students:—

Matriculation Fee	\$10.00
Student Activity Fee	3.00
Fee	2.00
Registration Deposit (Returnable)	1.00
Deposit Fee	.50
Board for the first month	12.50
Total	\$29.00

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*NOTE—If the present food prices continue their advance authorities will be forced to increase the price of board per month. \$13.50 per month will be the maximum board.

College Students Staying in Town:—

Matriculation Fee	\$10.00
Registration Deposit (Returnable)	1.00
Student Activity Fee	3.00
Total	\$14.00

Dormitory High School Students:—

Room Fee	\$ 2.00
Key Deposit Fee (Returnable)	.50
Board for the First Month	12.50
Total	\$15.00

SPECIAL FEES

Students enrolled in a science course (chemistry, botany, home economics) will have to pay upon entrance a laboratory fee of \$3.00 for the first semester. This fee is also payable at the beginning of the second semester.

Students enrolled in commercial subjects, (typing, shorthand, bookkeeping) will have to pay upon entrance \$2.00 for the first month if taking only one course; \$4.00 if taking more than one course. These fees are payable each month in advance thereafter.

Students from outside this junior college district must pay upon entrance a tuition fee of \$4.00 for the first month. This fee is payable each month in advance.

Students wishing to take piano, voice, and other musical courses are required to pay \$4.00 a course per month. All fees are payable each month in advance.

ESTIMATED COST FOR THE YEAR:—

For Dormitory Students:—

Matriculation Fee	\$10.00
Students Activity Fee	3.00
Room Fee	2.00
Key Deposit Fee	.50
Board For Nine Months	112.50
Total	\$128.00*

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For Students Staying in Town:—

Loom Rent and Groceries (Estimated)	\$40.00
Matriculation Fee	10.00
Students Activity Fee	3.00
Total	\$53.00**

Students who do not find it possible to stay in the dormitory may rent rooms in town for two or three dollars per month, bring their food from home, do their own cooking, and thus need very little cash. Students planning to do this should visit Decatur early in the summer and make arrangements.

We advise students, however, to stay in the dormitories under the direct supervision of the college authorities, to take advantage of all modern conveniences, and to be benefitted through closer association with other students and their activities.

*NOTE—The total estimated cost for students staying in the dormitories does not include any of the special fees, books, or incidentals.

**NOTE—The total estimated cost of students staying in town does not include groceries to be brought from home, special fees, books, or incidental expense.

SENDING MONEY

Parents are urged not to send the students too much money. A small amount each week for incidentals and spending money is sufficient.

Those who wish to do so may make all payments of students' expenses direct to the college by check or money order. Checks should be made out thus: Pay to order of EAST CENTRAL JUNIOR COLLEGE. Parents are frequently disappointed to find that money sent to the student for the payment of his college account has not been used for this purpose.

SELF-HELP JOBS

Nearly all the labor done at the college is done by students. It is the general purpose to provide every means possible for worthy, needy boys and girls to go to school. The jobs are limited in number and will pay only a portion of the total expenses. Application may be made to the SELF-HELP COMMITTEE. Ability to do the work is one of the first considerations. Students must demonstrate ability to do college work and must be in need of help.

AFFILIATIONS

The Newton County Agricultural High School is fully accredited by the State High School Accrediting Commission.

The East Central Junior College is approved by the State Junior

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College Commission. Its work is fully accepted by the colleges of Mississippi and the leading universities and colleges throughout the country. The records show that students who have taken the proper prerequisite work at East Central have been able to graduate in two years at any of the senior colleges. Instances where students have not been able to graduate in two years have been due to faulty classification during the freshman and sophomore years.

REQUIREMENTS FOR ADMISSION

The Agricultural High School operates only the eleventh and twelfth grades. Admission is open to students who have earned eight credits from an approved high school.

Students are admitted to the junior college on the presentation of fifteen approved units from the accredited high school, or from an approved college.

The following units must be included in those presented for entrance in the college.

English	3 units	History	2 units
Mathematics	2 units	Civics	1 unit

ALL STUDENTS MUST PRESENT TRANSCRIPT OF CREDITS MAILED DIRECTLY TO THE REGISTRAR BEFORE THEY CAN BE FULLY CLASSIFIED. THIS SHOULD BY ALL MEANS BE ATTENDED TO BEFORE THE STUDENTS COME FOR CLASSIFICATION AND REGISTRATION.

SPECIAL STUDENTS

Students are permitted to take the courses in the Commercial Department without taking any literary courses. These students may take these courses without the usual matriculation fee. If they take literary courses they must pay this fee.

SIX-DAY SCHOOL

Beginning with the 1935-1936 session, the Board of Trustees ordered that the schedule be made to have Saturday classes for college work. This means that three-hour credit courses meet Monday, Wednesday, and Friday, or Tuesday, Thursday and Saturday. There are no afternoon classes Saturday. Every student will be required to take Saturday classes. The only exception that will be considered will be local students who live quite a distance from Decatur and who do not have

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convenient transportation facilities. Students who ride in on Decatur Consolidated School buses and whose situation will make it expensive to come to school Saturday will be given special consideration. These schedules must be approved by the President.

The high school will run the Saturdays that the Decatur Consolidated School operates. The total length of the high school term will be shortened by the number of Saturdays taught.

The reasons for the change ordered by the Board are to divide more equally the load of work for teachers and students, and to give employment to students on Saturday. The change will not alter at all the length of the school term.

GRADING SYSTEM

The college uses the grading system in general use in the colleges throughout the South, which is as follows:

- A-92-100—Excellent.
- B-83-91—Good.
- C-74-82—Average.
- D-65-73—Poor.
- E-60-64—Failure, but can be made up.
- F—Below 60—Complete failure.

CONDITIONS AND FAILURES

For all students, E is a condition and F is a failure.

Conditions may be removed by taking special examinations at the regular times designated by the chairman of the advisory committee. Students who wish to remove conditions must notify, in writing, the chairman of the advisory group immediately after the condition is made. Those made at the first semester examinations must be removed not sooner than the sixth week of the second semester. Those made at the third semester examination must be removed the following September. High school seniors and college sophomores will be allowed special examinations only by special permission from the advisory committee. Should these conditions be made during the last semester, and permission is granted, the special examination will be given immediately. In no case is a student allowed more than one re-examination in any one subject. If a condition is removed, a final grade of D will be given. If the re-examination is unsatisfactory, a grade of F will be given.

Failures may be removed only by repeating the course failed.

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Incomplete grades, if not removed within one semester, automatically become failures unless an extension of time is granted by the advisory committee.

CLASS ATTENDANCE AND ABSENCE

1. No student may have the privilege of taking final examinations who has missed more than fifteen per cent of the class meetings during a semester. In a three-hour lecture course the number is eight. In subjects having only two lecture periods per week the greatest number of absences allowed is six. This includes health and the courses in chemistry and home economics. No laboratory periods may be excused. The work has to be made up.
2. Class absences count against a student at all times. Work can be made up only partially.
3. Students who are absent from class while representing the College in one of its organized activities will not have the absences counted against them. Absences incurred by sickness to the student or by sickness among members of the immediate family will be excused on a certificate from a physician or the person in charge of the dormitories.
4. Exception is made to Number 3 above as follows: If a student has any unexcused absences then all absences, whether excused or unexcused, will count. In other words, if a student has one excused absence, then misses five times on account of sickness or when representing the college, all the absences are then counted as unexcused.
5. Absences are counted double against a student who is absent on the first two days of any semester, on the two days preceding or following a holiday, or on Saturday and Monday.
6. Students who miss a test or examination except while sick or while representing the college do not have the privilege of a retest and receive a zero on the test or examination.
7. Students must meet chapel each week. No excuse is accepted except excused absence from school. During the day following regular assembly periods the names of those reported absent from chapel will be posted. Each student will be liable to see if he is incorrectly reported absent and to make corrections with the Registrar.
8. Class absences are reported each day on a bulletin board. Excuses must be presented within twenty-four hours of last class period missed.

MATRICULATION AND REGISTRATION

FOR FRESHMEN—Beginning with 1935-1936 session the College requires all freshmen to report early for a period of orientation and

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adaptation in advance of the regular opening. The time will be spent helping the students find out what they want to take in college and getting information on the studies that they need in college. All freshmen must report in the gymnasium at 9:30 A. M., Monday, September 6.

This "Freshman Week" will be the most important week of the year for the freshmen.

Registration of freshmen will cover two days and will be ended Tuesday evening. All freshmen must be present all the time.

SOPHOMORES—Registration of sophomores will be held Wednesday, September 8. Students who filled out temporary registration cards in the spring will have to fill out permanent cards and pay the fees at that time. Students who filled out temporary enrollment cards may change any or all courses with the permission of the authorities.

GENERAL DIRECTIONS—All students must first fill out the personal data card. He then will go to the faculty member in charge of registration for advice and directions. He will direct the student to the proper adviser for further suggestions, but you must return to him for final approval of all schedules. When he has had his course approved, he must go to the Business Manager to pay his fees.

All fees must be paid in full before he becomes a member of any class or before he enters the dining room. An exception must be approved on good reason, by the President.

Before the student registers, he should know as nearly as possible his future plans. A student that plans to continue the last two years in a senior college should familiarize himself with the requirements of that college.

Questions such as the following should be considered by a student before he registers:

1. What line of work do I hope to follow for a life's work?
2. Do I plan to complete the two years' junior college course?
3. Do I plan to go to a senior college after completing the junior college?
4. Do I plan to go there immediately after leaving the junior college?
5. Which senior college will I attend?
6. What course will I take there?
7. If I do not go to a senior college, what do I plan to do?
8. What chance do I have to do what I plan?

HOW TO WITHDRAW

It is important for every student to know that beginning with the 1937-1938 session, his record is not complete until he has officially withdrawn. Forms may be obtained in the Registrar's Office. A stu-

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dent must withdraw in person by having his withdrawal papers signed by the proper officials. A student must withdraw at the end of the freshman and sophomore years. Whatever part of the breakage fee is due a student, will be obtained only after he has officially withdrawn.

REQUIREMENTS FOR GRADUATION

HIGH SCHOOL—In order to graduate from the high school, a student must have 4 units in English, 2 in mathematics (from either algebra, or algebra and plane geometry), Science 1, History 2 (including American), Agriculture or Home Economics 2. The other 6 units are elective.

COLLEGE—Each student must have credits as follow to graduate:

Academic credits _____ 60 semester hours

Non-academic credits as follows:

Chapel	_____	4 semester hours
Library Science	_____	1 semester hour.
Freshman Orientation	_____	1 semester hour
Physical Education (Required of girls only)	_____	4 semester hours

Exceptions will be made on account of non-academic hours as follow:

1. Girls enrolling as sophomores in 1937 may use physical education credits to replace academic credits, provided they earn 30 academic credits in 1937-1938 session or thereafter;

2. Sophomores and transfers will be required to earn only two credits in chapel and one in Freshman Orientation, to graduate in 1937-1938 session.

Students who entered as freshmen during the 1935-1936 session must have credit for the required work of the Group elected in order to graduate. Courses required for each year are set up in detail in the section of this catalog called PROGRAM OF STUDIES. If a student should change from one group to another after registering as a freshman, he would likely fail to get in all required work in the second group. When this results and the student wishes to graduate, his case will be considered on written application to the President. Before registering for the sophomore year, the student should see if his course will enable him to meet requirements in the group he then elects. If it does not, he should make application to the Adviser of his Group and through him to the President for special permission to continue his plan.

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No student may count toward graduation more than 42 hours of courses numbered 100-199, or freshman courses.

Students who entered prior to the 1935-1936 session must have 12 semester hours of English and one semester hour in library science.

All women students must have four semester hours in health and four semester hours in physical education. Only two semester hours in physical education will be required of transfer students or of those who entered as freshmen prior to the 1934-1935 session.

PROGRAM OF STUDIES

HIGH SCHOOL DEPARTMENT

11th GRADE—	12th GRADE—
American History 1 unit	English 1 unit
English 1 unit	Economics $\frac{1}{2}$ unit
Chemistry 1 unit	Government $\frac{1}{2}$ unit
Agriculture $1\frac{1}{2}$ unit	Agriculture $1\frac{1}{2}$ unit
Home Economics 1 unit	Home Economics 1 unit
Plane Geometry 1 unit	Algebra 1 unit

COLLEGE DEPARTMENT

Beginning with the 1935-1936 session, students entering East Central Junior College will choose one of six groups of studies. These groups afford training in the profession of agriculture, home economics, business teaching, pre-professional work, and music. Each group is made up as follows:

1. General citizenship courses.
2. Courses that are strictly vocational, professional, or pre-professional.
3. Subjects that are closely allied to the second type (2) above. For example, the mathematics course listed in Freshman Agriculture is Agricultural Mathematics and is not the regular algebra. It has the mathematical principles and processes that every farmer needs on his farm. It would be valuable, for instance, in enabling a person to measure cotton acreage.

Freshman will spend two days of "Freshman Week" in getting familiar with the different groups and in getting advice that will help him in choosing the proper Group. This is the most important activity of the year. All depends upon getting the work that one will need.

Students should read through this entire section and select the Group they want. This selection should be based on the particular kind of work the student wishes to do when his school days are over. The decision will be very important. Students will first consult Mr. Austin, who will have charge of registration. The student should be ready to tell him as well as he knows what his future plans and hopes are—frankly tell him his problems. Mr. Austin and the Group

EAST CENTRAL JUNIOR COLLEGE

Advisers will help the student decide which elective he will need. Mr. Austin must approve the final schedule.

Students who entered first before session 1935-1936 will be unable in many instances to follow the program of studies set forth in the Group for sophomores. They will go back and get the fundamental courses of the Group listed in the freshman year.

Every student is expected to register in one of the six Groups, except special students. If, however, there are students who have definite plans for the future that call for a different arrangement of courses, they must see Mr. Austin and get his approval for such arrangement. Special permission must be secured to change from one group to another after the Freshman year.

GROUP ONE. AGRICULTURE

MR. FLINT, Adviser

The courses in this group should be elected by those men students who wish to become (1) practical farmers or (2) professional agricultural workers. The outlook for these two types of workers is brighter now than it has been for years. The courses as taught will have in mind the young man who will go directly to the farm from this school. The courses in agriculture will cover a wide field, and the allied subjects will bear directly on agricultural problems.

The work of this group has great values in a general education, nasmuch as this section is largely agricultural, young men in every field need to be acquainted with the problems of agriculture.

Students, on continuing their work in this field at State College, or other such schools, should have a total of 72 academic hours in the junior college, exclusive of Library Science. Your adviser will help you pick the electives. In special cases certain electives may be substituted for required courses.

FRESHMAN YEAR

First Semester	Credit Hours	Second Semester	Credit Hours
English, 101	3	English, 102	3
Social Studies, 111	3	Social Studies, 102	3
Mathematics, 111	3	Mathematics, 112	3
Agriculture, 101	3	Agriculture, 102	3
Chemistry, 101	4	Chemistry, 102	4
Library Science, 101	1	Chemistry, 102	4
Chapel	1	Chapel	1
Freshman Orientation	1		

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SOPHOMORE YEAR

First Semester	Credit Hours	Second Semester	Credit Hours
English, 201	3	English, 202	3
Agriculture, 201	3	Agriculture, 202	3
Botany, 211	4	Botany, 212	4
Chapel	1	Chapel	1
Elective:			
Chemistry, 201	4	Chemistry, 202	4
Commerce, 211	3	Commerce 212	3
Commerce, 101	3	Commerce, 112	3

GROUP TWO. BUSINESS

MR. GIPSON AND MRS. WILSON, Advisers

The courses in this group should be elected by those students who wish (1) to become office workers, (2) to have available valuable aids to ordinary business work, or (3) to continue their education in schools of commerce and business administration.

The Business Department has turned out many young people who have secured and are now holding good office positions. The possibilities for profitable employment in this field are better now than in recent years for people who are competent.

There is every reason why a young person entering business should get his foundation courses in a regular academic college, where he has the advantage of courses in English, mathematics, economics, etc. It is wasteful of time and money for a young person who does not have excellent command of English, for example, to take training to become a stenographer.

There is no chance for him to succeed as a secretary or stenographer unless he has made at least an average grade in Freshman English. The mechanics of English are just as important to success in commercial work as typing or shorthand.

Below are suggestive schedules for two general types of work. Students should take the commerce and business administration schedule who plan to continue through a four-year college course in commerce and business administration or who wish to get training for general business purposes. Students should take the secretarial schedule who wish to do strictly office work, where they need typing, shorthand, and accounting, or who wish to lay the foundation for teaching commercial work.

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SUGGESTIVE SCHEDULE

COMMERCE AND BUSINESS ADMINISTRATION

FRESHMAN YEAR

	Credit Hours	Second Semester	Credit Hours
First Semester			
English, 101	3	English, 102	3
History, 101	3	History, 102	3
Bookkeeping, 101	3	Bookkeeping, 102	3
Mathematics, 111	3	Mathematics, 114	3
Social Studies, 111	3	Social Studies, 112	3
Typing, 131	2	Typing, 132	2
Library Science	1	Chapel	1
Freshman Orientation	1	Required for Girls:	
Chapel	1	Hygiene, 101	2
Required for Girls:		Hygiene, 102	2
Hygiene, 101	2	Physical Education, 101	1
Physical Education, 101	1		

SOPHOMORE YEAR

	Credit Hours	Second Semester	Credit Hours
First Semester			
English, 201	3	English, 202	3
Accounting, 201	3	Accounting, 202	3
History, 201	3	History, 202	3
Chapel	1	Chapel	1
Elective (8 hours):		Elective (8 hours):	
Psychology, 101	3	Commerce, 212	3
Commerce, 211	3	Commerce, 214	3
Typing, 231	2	Typing, 232	2
Mathematics, 201	3	Mathematics, 202	3
Required for Girls:		Required for Girls:	
Physical Education, 201	1	Physical Education, 202	1

SECRETARIAL COURSE

FRESHMAN YEAR

	Credit Hours	Second Semester	Credit Hours
First Semester			
English, 101	3	English, 102	3
Social Studies, 111	3	Social Studies, 112	3
Orthography, 121	3	Orthography, 122	3
Bookkeeping, 101	3	Bookkeeping, 102	3
Typing, 131	2		

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Freshman Orientation	1	Typing, 132	2
Library Science, 101	1	Chapel	1
Chapel	1	Elective:	
		Mathematics, 114	3
		History, 102	3
		Required for Girls:	
		Hygiene, 102	2
		Physical Education, 102	1

SOPHOMORE YEAR

	Credit Hours	Second Semester	Credit Hours
First Semester			
English, 201	3	English, 202	3
History, 201	3	History, 202	3
Shorthand, 222	3	Shorthand, 221	3
Typing, 231	2	Typing, 232	2
Chapel	1	Chapel	1
Elective:			
Accounting, 201	3	Accounting, 202	3
Psychology, 101	3	Psychology, 102	3
Commerce, 212	3	Commerce, 214	3
Required for Girls:			
Physical Education, 201	1	Physical Education, 202	1

GROUP THREE. GENERAL GROUP

MRS. W. W. NEWSOM, Adviser

Students who are preparing themselves for professional work—medicine, dentistry, law, engineering, the ministry, etc.,—or who are undecided as to their future course, should elect this group. The courses are fundamental to practically all professional work. They lead to professional schools and to liberal arts college.

Students who know, when they enter here, what profession they hope to pursue later can have adjustments made in the subjects listed below. It is highly desirable that all students familiarize themselves with the requirements as set forth in the catalogue of the senior college or professional school they hope to enter.

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FRESHMAN YEAR

	Credit		Credit
First Semester	Hours	Second Semester	Hours
English, 101	3	English, 102	3
Mathematics, 101	5	Mathematics, 102	3
History, 101	3	History, 102	3
Chemistry, 101	4	Chemistry, 102	4
French, 101	3	French, 102	3
Library Science, 101	1	Chapel	1
Freshman Orientation	1	Required of Girls: (To be substituted for above)	
Hygiene, 101	2	Physical Education, 102	1
Physical Education, 101	1	Hygiene, 102	2

SOPHOMORE YEAR

	Credit		Credit
Sophomore Year	Hours		Hours
English, 201, 202,	6		
Chapel	2		
Elective: At least 24 hours from the following:			
History, 201-202	6		
Social Studies, 111-112	6		
Mathematics, 201-202	6		
Chemistry, 201-202	8		
Botany, 211-212	8		
French, 201-202	6		
Required of all girls in addition to above:			
Physical Education, 201-202	2		

GROUP FOUR—HOME ECONOMICS

MISS WINNIE J. HOOD, Adviser

Students who wish a general course in the fundamentals of home-making or who wish to prepare themselves for future work in the teaching of home economics, or for work in dietetics, interior decoration, home demonstration work, etc., should select this group.

The courses in this group are broad and will give the student a general education that is necessary to good living at home. A large majority of the girls should elect this group.

EAST CENTRAL JUNIOR COLLEGE
FRESHMAN YEAR

	Credit		Credit
First Semester	Hours	Second Semester	Hours
English, 101	3	English, 102	3
Home Economics, 101	3	Home Economics, 102	3
Social Studies, 101	3	Social Studies, 102	3
Health, 101	2	Health, 102	2
Physical Education, 101	1	Physical Education, 102	1
Library Science	1	Education, 101	3
Freshman Orientation	1	Education, 102	3
Chapel	1	Elective:	
		Chemistry, 101	4
		Chemistry, 102	4
		Education, 101	3
		Education, 102	3

SOPHOMORE YEAR

	Credit		Credit
First Semester	Hours	Second Semester	Hours
English, 201	3	English, 202	3
Home Economics, 201	3	Home Economics, 202	3
History, 101	3	History, 102	3
Physical Education, 201	1	Physical Education, 202	1
Chapel	1	Chapel	1
Elective:		Elective:	
Chemistry, 101	4	Chemistry, 102	4
Or		Or	
Chemistry, 201	4	Chemistry, 202	4
History, 201	3	History, 202	3
Or		Or	
Education, 101	3	Education, 102	3

GROUP FIVE. TEACHERS

MR. J. W. EAKES AND MRS. JANIE SULLIVAN, Advisers

Only students who expect to teach should elect this Group. Students who expect to continue to senior colleges should not elect courses in Education further than Education 101 and 102. Senior colleges discourage the transfer of more than these courses. Certain of the courses in sophomore Education may be elected by students who hope to graduate with elementary education degrees. Only students who expect to teach immediately after they finish the course in East Central Junior College should take more than the required education courses.

The courses in this group lay the foundation for further work in teachers' colleges or the departments of education in senior colleges.

Consult Mr. Austin and your advisers as to your electives. Your schedule must be approved by Mr. Austin.

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Determine, if you can, whether you want to become an intermediate teacher, a primary teacher, or a high school teacher. The electives will differ according to your plans.

FRESHMAN YEAR

	Credit Hours		Credit Hours
First Semester		Second Semester	
English, 101	3	English, 102	3
Psychology, 101	3	Psychology, 102	3
Library Science, 101	1	Social Studies, 112	3
Social Studies, 111	3	Chapel	1
Chapel	1		
Freshman Orientation	1	Elective:	
Elective:		Mathematics, 102	3
Mathematics, 101	5	Chemistry, 102	4
Chemistry, 101	4	French, 102	3
French, 101	3	Social Science, 102	3
Social Studies, 101	3		
Required of Women:		Required of Women:	
Hygiene, 101	2	Hygiene, 102	2
Physical Education, 101	1	Physical Education, 102	1

SOPHOMORE YEAR

	Credit Hours		Credit Hours
First Semester		Second Semester	
English, 201	3	English, 202	3
History, 201	3	History, 202	3
Chapel	1	Chapel	1
Elective:		Elective:	
Education, 201	3	Education, 202	3
Mathematics, 201	3	Mathematics, 202	3
French, 201	3	French, 202	3
Chemistry, 201	4	Chemistry, 202	4
Social Science, 101	3	Social Science, 102	3
Botany, 211	4	Botany, 212	4
Required of Women:		Required of Women:	
Physical Education, 201	1	Physical Education, 202	1

GROUP SIX. MUSIC

MRS. F. M. CROSS, Adviser

The Certificate in Music is given to students who have two years in either piano or voice, with the theoretical work: harmony, dictation, sight-singing, and the history of music. The certificate will be given when a student has completed at least forty-eight hours in theoretical work besides his two years' work in either piano or voice.

The work for the two years must include English. Other courses will be arranged on consultation with the advisers.

Description of Courses

Courses listed hereafter are numbered. Courses numbered between 100 and 200 are for freshmen. Those numbered 200 and above are for sophomores. Freshmen will not be allowed to take courses numbered 200 and above without special permission. Sophomores may take freshman subjects if these subjects are fundamental to the Group he elects. Under some circumstances they may take in the sophomore year subjects that were elective for the freshman year. The last figure of the number indicates the semester the course comes.

AGRICULTURE DEPARTMENT

101. DAIRY CATTLE AND MILK PRODUCTION.—Three semester hours. Two recitations per week and two hours laboratory per week. Required of all freshmen in the Agriculture Group; elective to others on approval.

This is an elementary course in the classification, selection, feeding, care and management of the dairy cow; milk secretion; breeding; housing; testing of milk and its products; problems of the dairy farmer; and conditions affecting the cost and economy of production.

102. FIELD CROPS.—Three semester hours. Two recitations and two hours laboratory per week. Required of all freshmen in Agriculture Group; elective to others on approval.

This course deals with the uses, varieties, classification, planting, cultivating, and harvesting of common field and forage crops, together with methods of improving them. Field trips will be made at opportune times during the semester.

201. FEEDS AND FEEDING.—Three semester hours. Two recitations and two hours laboratory per week. Required of all sophomores in the Agriculture Group; elective to others on approval.

The purpose of this course is to study the digestion of feeds; growth and selection of feeds; economical and adequate rations; feeding standards; calculation of rations for all kinds of farm animals.

202. VEGETABLE CROPS.—Three semester hours. Two recitations and two hours laboratory per week. Required of sophomores in Agriculture Group; elective to others on approval.

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The purpose of this course is to study the importance of vegetables, types of vegetable growing, value of vegetables as food, classification of vegetables, soils and soil preparation, fertilizers, plant growing and plant growing structures, control of insects and diseases, and marketing.

COMMERCE DEPARTMENT

101, 102. **BOOKKEEPING.**—Six semester hours credit. Two lecture periods, one two-hour laboratory period a week for the year. Required of freshman in the Department of Commerce. Fee: \$2.00 per month.

This course is a study of the principles and practices of double entry bookkeeping and accounting. The course covers the principles involved in business organization, sole proprietorship, partnership, and corporation, these basic principles being supported by workbooks and practice sets.

The purpose of this course is twofold—to give the student a thorough knowledge of bookkeeping, thus fitting him for actual work in the business world, and to provide a foundation for higher accounting if he is to continue his commercial education. This course embraces not only the clerical work required in connection with accounting records, but also the method by which the various phases of clerical work are assembled in order to present the facts in a manner which will be most useful to the owner or executives of a business. A knowledge of bookkeeping and accounting will not only provide a means of entrance into the business world but will assure promotion to the ambitious young man or woman.

201, 202. **ELEMENTARY ACCOUNTING.**—Six semester hours credit. Two lecture periods and one two-hour laboratory period a week for the year. Elective for sophomores in the Department of Business. Prerequisites: Accounting 101, 102, or equivalent.

This course covers the fundamental principles of accounting as they apply to modern business practice, stressing the various accounting records; business papers, construction of balance sheets, and income statements; a survey of accounting procedure pertaining to single proprietorship, partnership, and corporations.

211. **PRINCIPLES OF MARKETING.**—Three semester hours credit. Three recitations a week for the first semester. Required of sophomores in the Business and Agriculture Groups.

This course deals with the general principles of marketing as applied to buying, selling, storing, and grading of agricultural products. A

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specialized study is made of the channels of distribution used in marketing cotton, corn, wheat, and cattle.

212. **BUSINESS LAW.**—Three semester hours credit. Three recitations a week for the second semester. Required of sophomores in the Business and Agriculture groups.

In every transaction of a business nature we are completely surrounded and immersed in laws. This course is for the purpose of familiarizing the student with the general laws that cover contracts; negotiable instruments, such as checks, drafts, and notes; and the relation of the principal and agent, enabling him to sense possible danger in everyday business transactions.

214. **RETAIL MARKETING.**—Second Semester. Three semester hours credit. Three recitations a week. Open to students in the Business Group.

The course is a study of retail organization, store layout, markups, mark-downs, inventory control, personal problems, supervision of employees, and the characteristics of the successful sales person.

Retail selling is a vocational subject; however, this course is intended to be more than a mere guide in training for a particular vocation. It aims to help the individual to understand people. It develops his powers of observation, imagination, reasoning, and judgment, and stresses the importance of neatness, system, and high ethical standards. Finally, the student's powers of expression are strengthened through the various exercises and projects.

121, 122.—**ELEMENTARY SHORTHAND.**—Six semester hours for the year. Five recitations a week. Credit will not be given to students who have one unit of high school shorthand.

This course embraces a study of the fundamental principles of Gregg shorthand with special drill in phonetics, word signs, phrases, and dictation, with reading and writing from Gregg Speed Studies. Special instruction is given in the transcription and form of business letters, one hour each week being given to business letter writing with special emphasis on punctuation, spelling, and arrangement. Requirement: sustained dictation at the rate of 60 words per minute and a transcription rate of 20 words per minute.

221, 222. **ADVANCED SHORTHAND.**—Six semester hours for the year. Three recitations a week. This course is a continuation of Elementary shorthand.

Its aim is to build dictation and transcription skill and to enable the student to acquire proficiency in applied shorthand. This course is

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supported by actual office practice in the office of the President. Requirement: sustained dictation at the rate of 100 words a minute on new material, transcribed at the rate of 35 words per minute.

It is strongly urged that students interested in secretarial work take this course in addition to Elementary Shorthand. Employers want people who can really do the work. Special emphasis is placed on secretarial problems, and the completion of this course should enable the student to handle requirements in most offices. Prerequisite: Elementary Shorthand, 121, 122, or a year of high school shorthand, provided the manual was finished, supported by Gregg Speed Studies and the rate of sustained dictation 60 words a minute.

131, 132. ELEMENTARY TYPING.—Four semester hours for the year. No credit is given until the course is completed. Fee, \$2.00 per month, payable in advance. The class meets five times per week.

This course is open to all students in school and may be taken, on approval, by students in any group in addition to the required work. It is an elective in all groups. All students can use profitably ability with a typewriter. This course includes twenty-six lessons in the Manual and twenty-five budgets, in addition to weekly speed drills. The required speed is forty words a minute for a period of fifteen minutes on new material.

231, 232. ADVANCED TYPING.—Four semester hours for the year. Class meets three times a week, and each student has an hour's practice period besides. Students who are interested in office work, and especially those interested in secretarial work, should take this course in addition to elementary typing.

A high rate of typing speed is absolutely essential to the skillful office worker. This course covers ten budgets and ten projects embracing intricate office and legal problems, in addition to the typing of 200 perfect letters. Practical office work, such as cutting stencils, assembling programs, typing manuscripts, etc., will be included in this course. The speed requirement is fifty-five words per minute for a period of fifteen minutes on new material.

The fees for Typing, Bookkeeping, Accounting, and Shorthand are as follow: \$2 per month for each course, payable in advance or \$4.00 per month for three courses.

EDUCATION DEPARTMENT

100. EDUCATION. ORIENTATION TO COLLEGE LIFE.—One hour per week. Required the first semester of all freshmen. No credit given if taken later. Mr. Todd.

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The object of this course is to acquaint students with the problems of college life, and aid them in their solution. Such topics as these will be considered: The college catalog as an aid in the selection of courses; how to study; occupational surveys; educational requirements of various vocations and professions, etc. Certain social problems will also be discussed.

101. ELEMENTARY PSYCHOLOGY.—Three semester hours. Three recitations per week. First semester. Required of all students in the Teachers' Group; elective for students in other Groups upon approval.

This course contains an extensive account of the introspective studies of conscious states and processes, applicable to situations in business, medicine, law, art, athletics, and everyday life, with special emphasis upon the activities of the college student. The course will be based as much as possible upon experimental data in treating the topics of native equipment, learning memory, perception, emotion, motivation, attention, imagery, personality, individuality, efficiency, and volition.

In addition to routine preparation of lessons and recitations, workbooks and term papers requiring research work in studies relative to the field will be required. Fee for course, 50 cents. Mrs. Sullivan.

102. EDUCATIONAL PSYCHOLOGY.—Three semester hours. Three recitations a week. Second semester. Required of all students in the Teachers' Group; elective for students in other courses upon approval. Prerequisite: Elementary Psychology.

This is an elementary course with special emphasis on the process of learning and the behavior of children in school. The aim of the course is to present clearly the important principles of psychology with illustrations and applications that are of distinct significance in education. A brief account of the introspective analysis of the content of consciousness will be given in order that the student may become familiar with the field of research and with portions of the technical vocabulary essential to the understanding of collateral reading. Emphasis is given to the mechanics and dynamics of human nature.

Workbooks and term papers requiring research work in studies relative to the field will be required. Fee for course, 50 cents.

201. FUNDAMENTAL PRINCIPLES OF ELEMENTARY EDUCATION. Three semester hours. First semester. Three recitations per week. The enrollment is limited to sixty students, thirty to a section.

This course is to acquaint students who plan to teach immediately after leaving junior college with the fundamental aims and purposes of the elementary school. It will deal with the purposes and nature of edu

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cation; the nature of children; lesson plans; assignments; testing; directing and supervising study and play activities; interests; methods of motivating work; diagnostic and remedial work; classroom organization and control; the importance of health; unit organization.

202. METHODS OF TEACHING ELEMENTARY SUBJECTS.—Three semester hours. Prerequisite: Education 201. Fee for course, 75 cents.

There will be two sections. Those pupils who desire to teach in the primary grades will enroll in section A; those preparing to become intermediate grade teachers will enroll in section B. Only students who expect to teach immediately after finishing junior college may elect this course.

In this course, definite methods of instruction will be given. These will include individual instructions, unit instruction, and methods of teaching the following subjects: reading, spelling, language, arithmetic, and health.

Twenty one-hour observation periods will be required during the second semester.

ENGLISH DEPARTMENT

101. ENGLISH COMPOSITION.—Three semester hours. First semester. Three recitations per week. Required of all freshmen. The purpose of this course, together with English 102, is to train the student to write and speak the English language correctly and effectively.

English 101 deals with words, sentences, and the mechanics of writing. In connection with words, units on the use of the dictionary (stressing pronunciation), spelling, vocabulary building, diction, and grammar are employed. In connection with sentences, two units are employed: sentences—including the various kinds of phrases, clauses, and sentences—and diagramming, the mechanical representation of the relations of sentence elements to one another. Mechanics is treated in three units—capitalization, punctuation, and miscellaneous mechanics.

Outside readings required in this course consist of group reading texts furnished free to students from the library (consisting of short stories, dramas, essays, poetry, etc), together with reading assignments from Harper's, Scribner's, the Atlantic Monthly, the New Republic, the Saturday Review of Literature, and other leading magazines. Oral and written reports are made on parts of these reading assignments; special examinations are given on other parts.

02. ENGLISH COMPOSITION.—Three semester hours. Second semester. Three recitations per week. Required of all freshmen. A continuation of 101.

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The course has for its aim the further development of the student in written and oral composition through supervised practice in the writing of paragraphs and longer compositions, as well as oral presentations, in exposition, description, narration, and argument, together with a research article and an original paper (such as a short story, an essay, a one-act play, a poem, etc.)

The reading assignments will be similar to those in English 101.

A series of lectures on how to study are given in all sections of Freshman English during the early part of the year. Laboratory experiments as to results of various methods are conducted jointly by the teacher and students.

A comprehensive test is given to all the freshmen in English at mid-semester. All students in the various sections who fail are placed in a special section for remedial work, continuing at the same time in their regular sections. Each student is held in the special class until he has mastered the minimum essentials of the course.

REQUIRED INDIVIDUAL TEXTS: A copy of the text being prepared by the teacher in charge and a copy of Webster's Collegiate Dictionary.

201, 202. SURVEY COURSE IN ENGLISH LITERATURE.—Three semester hours each semester. Three hours a week throughout the year. Required of all sophomores.

The object of this course is to give the student a knowledge of English literature in its historical setting. In presenting the course, the instructor endeavors to show the connection of life with literature, to assist the student to an appreciation and a love of the great masters, and to make systematic provisions for the study of the historical, intellectual, and aesthetic backgrounds. The course includes intensive study of the selections given in the text, with a comprehensive knowledge of the lives of the authors. Further requirements include comprehensive reports on Greek Mythology; weekly reports on outside readings pertaining to the literature of the period that is being studied; and three novel reports during the year, authors to be chosen from the fiction writers of the different periods of English literature.

FIRST SEMESTER—From Beowulf through Burns. Three semester hours.

SECOND SEMESTER—From Wordsworth through Stevenson. Three semester hours.

TEXTBOOKS—Century Readings in English Literature, by Cunliffe, Pyeare and Young. Price: new, \$4.00; used \$3.00.

HISTORY OF ENGLISH LITERATURE, by Long. Price: new, \$1.68; used, \$1.00.

LIBRARY TEXTS—Cambridge History of English Literature. Guerber's Mythology.

FRENCH DEPARTMENT

101, 102.—Three recitations a week. Three semester hours credit. Required of all freshmen in General Group. Elective for freshmen in Teachers' Group. Elective for sophomores in Business Group. Students who present two units of high school French take French 201, 202, 203.

The object of this course is to acquire the foundation of French grammar, through written composition and oral practice, and to become familiar with conversational idioms as indicated by the needs of the class.

201, 202.—Three recitations a week. Three semester hours credit. Required of all sophomores in General Group. Elective for sophomores in Teachers' Group. Pre-requisites: French 101, 102, or two years high school French.

The object of this course is to acquire an advanced knowledge of French grammar through written composition and oral practice, to acquire a reading knowledge of the language by the use of poems, stories, and classics, and to report in French on outside reading as indicated by the needs of the class.

HEALTH AND PHYSICAL EDUCATION DEPARTMENT

101, 102. HYGIENE.—Four semester hours. Two recitations per week each semester. Required of all girls before they graduate.

The object of this course is to improve the individual health habits and attitudes of the student. Through knowledge of anatomy and physiology and through the practice of hygiene, the student can develop a set of health habits for life. The laboratory work is "daily living."

The first semester's work will include a careful study of anatomy or structure of the body, and the physiology or function of the parts. This semester's work will give the student a check on his own health and help him acquire a set of habits for college life and the future.

The second semester will include a study of community hygiene, prevention of communicable diseases, first aid, and prevention of injuries.

A notebook is required for this course.

TEXT—Hygiene—Meredith.

PHYSICAL EDUCATION

Physical Education is required of all girls. It meets three times per week for one hour's credit each semester. The department strives to promote health habits for efficient living and helpful recreation. A girl will be assigned activities suited to her physical needs and capacities, as well as to her interests. A physical examination will determine whether she should select strenuous or more moderate activities. A girl wishing to try for the basketball team and other interscholastic activities elects such in addition to her other physical education. A blue gymnasium suit and white tennis shoes are required for class work.

111. PHYSICAL EDUCATION.—Physical examination; rhythms; general gymnastics; basketball.
112. PHYSICAL EDUCATION.—Girls will have the choice of basketball, rhythms; tennis, baseball, track.
211. PHYSICAL EDUCATION.—Physical examinations, rhythms, general gymnastics; basketball.
212. PHYSICAL EDUCATION.—Girls will have the choice of rhythms, basketball, tennis, track, baseball.

HOME ECONOMICS DEPARTMENT

101. FOOD STUDY.—Three semester hours. First semester. Two one-hour recitations and one two-hour laboratory period per week. Required of all girls in the Home Economics Group and elective to freshmen girls in Business and Music Groups.

Topics studied are: nutritive value of foods; the successful combination, preparation, and serving of economical meals to meet the needs of the family.

The first half of the semester will be devoted to a foundational course in nutrition; the last half to a study of foods and methods of preparation.

TEXTS: NUTRITION AND PHYSICAL FITNESS—By L. Jean Bogert.

FOODS—By Justin, Rust and Vail.

102. TEXTILES AND CLOTHING.—Three semester hours. Second Semester.

Two one-hour recitations and one two-hour laboratory period per week. Required of all girls in the Home Economics Group and elective to freshmen girls in Business and Music Groups.

This course gives instruction in the principles of planning for, making of, and caring for, adequate clothing for the girl of average means; the making of clothing budgets; remodeling garments; studying of the textile fibers: cotton, linen, wool, and silk. Infant and chil-

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dren's clothing will be considered from the standpoint of health and appropriateness.

TEXT: TEXTILES AND CLOTHING—By McGowan and Waite.
201. FOOD STUDY.—Three semester hours. First semester. Two one-hour recitations and one two-hour laboratory period per week. Required of all girls in the Home Economics Group. Prerequisite: **FOOD STUDY**.

This course is a continuation of Food Study, pursuing the study of foods and their preparation with a further study of food budgeting, marketing problems, and meal planning and serving.

A number of special meals will be prepared and served to guests, illustrating the various types of service in use.

The course will include a study of diets and the making of dietaries for the different members of the family, and also a survey of the facts pertaining to infant care.

TEXTS:—**FOODS**—Justin, Rust, and Vail (Same as 101).

FEEDING THE FAMILY—M. S. Rose.

"INFANT CARE"—CHILDREN'S BUREAU, Publication No. 8 (U. S. Dept. of Labor).

202. TEXTILES AND CLOTHING.—Three semester hours. Second semester. Two one-hour recitations and one two-hour laboratory period per week. Required of all girls in the Home Economics Group. Prerequisite: Textiles and Clothing.

This course is a continuation of Clothing and Textiles. Problems in construction suited to individual needs are given. Much attention will be devoted to color harmony and the principles of design. Problems of costume design for specific types will be worked out.

TEXTS: TEXTURES AND CLOTHING—By McGowan and Waite (Same as 101).

ART IN EVERYDAY LIFE—By Goldstein.

A fee of \$3.00 per semester is charged for each course in home economics.

LIBRARY SCIENCE

01. One semester hour. One recitation per week the first semester. Required of all freshmen (and sophomores who do not have credit on the course) for graduation.

The purpose of this course is to acquaint the students with the library—its organization, its content, and its efficient use.

The following are studied: Dewey decimal classification; the book catalog; dictionaries; encyclopedias; special reference books; Readers' Guide to Periodical Literature; formal bibliography.

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MATHEMATICS DEPARTMENT

101. COLLEGE ALGEBRA. Five semester hours. First semester. Five recitations a week. Required of students who elect the General Group, and elective to all students. On approval, this course may be substituted for Mathematics 111. Prerequisites: two units in algebra and plane geometry. The semester's work begins with a thorough review of elementary algebra and includes linear sets, quadratic equations, quadratic functions, progressions, induction, variation, logarithms, permutations, probabilities, combinations, determinants, and partial fractions.

102. PLANE TRIGONOMETRY. Three semester hours. Second semester. Three recitations a week. Required of all students who elect the General Group, and elective to all students. Prerequisite: Mathematics 101. Topics: functions of an acute angle, functions of any angle, functions of two angles, solution of right and oblique triangles, inverse functions, and trigonometric equations.

111. APPLIED ALGEBRA. Three semester hours credit. First semester. Three recitations a week. Required of all students in the Agriculture Group, elective for Business students. Prerequisites: One and one-half units in algebra and plane geometry. The course is adapted to meet the needs of the agriculture and business students. Topics: A review of arithmetic and algebra; graphs in algebra, linear sets, quadratic equations, progressions, logarithms, interest, annuities, depreciation, average and mixtures, and special applications to industrial, vocational, and business problems.

112. APPLIED TRIGONOMETRY. Three semester hours credit. Second semester. Three recitations a week. Required of all students in the Agriculture Group. Prerequisite: Mathematics 111. This course is adapted to meet the needs of the agriculture students. Topics: Measurements in plane and solid geometry and trigonometry, functions, surveying, simple machines, and forces.

114. INTRODUCTION TO THE MATHEMATICS OF BUSINESS.—Three semester hours. Second semester. Three recitations a week. For business students. Prerequisite: Mathematics 111 or Mathematics 101. Topics: simple and compound interest, discount, annuities, installment buying, sinking funds, investments, statistics, amortization of debts, bonds, depreciation, perpetuities, and insurance.

201, 202. PLANE AND SOLID ANALYTIC GEOMETRY. Six semester hours. Three recitations a week throughout the year. Required of all students who elect the general group, and elective to all students. Prerequisites: Mathematics 101, 102. The straight line, curves and equations, conic sections, transformation of coordinates, and polar and cartesian coordinates are treated the first semester. In the

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second semester, parametric equations and empirical equations are treated in plane analytics and the point, line, plane and surface are treated in the geometry of space.

MUSIC DEPARTMENT

121, 122. PIANO. FIRST YEAR.—Technical studies for the development of velocity and endurance; complete major and minor scales; principles of expression and interpretation; pedal exercises; Hanon, Pischna, Hellef, and Czerny exercises; Bach two-part inventions; Preludes—Chopin; Sonatas—Mozart, Haydn, and Beethoven; Pieces—Grieg Lyric Pieces.

221, 222. PIANO. SECOND YEAR.—All major and minor scales in parallel and contrary motion, thirds and sixths; Arpeggios; Exercises—Pischna and Czerny; Bach—Three-part inventions, Preludes and Fugues; Sonatas—Mozart and Beethoven Pieces—Chopin, Schumann, Schubert, Brahms, and modern composers.

141, 142, 241, 242. VOICE.—The purpose of this course is to teach the student the fundamental principles of correct singing, breathing, tone placement, enunciation, correct phrasing, and interpretation of songs. This course includes exercises of major scales, triads, and arpeggios; studies from Vaccai and Concone; standard English songs, including the simpler classics.

GLEE CLUB

Membership in this club will be secured after competitive try-outs. Ensemble and group singing is an indispensable and practical part of the Voice Department. The singing of two-three and four-part compositions of the old and modern schools is undertaken. Particular emphasis is laid on public appearance, several to be given during the year—at Christmas time and in the spring—tours which will include the surrounding territory.

THEORETICAL

The theoretical courses seek to give a comprehensive knowledge of the laws and principles upon which the art of music is founded, and through that knowledge to develop a deeper appreciation of the works of the masters.

131, 132. SIGHT SINGING AND DICTATION.—Reading at sight in all keys with sol-fa syllables (movable do); sequential drill in chromatic and minor scales; simple two-part exercises and songs in bass and treble clefs. A study of the fixed pitch of A in relation to other tones; major and minor scales; rhythmic drills; diatonic melody in writing.

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231, 232. SIGHT SINGING AND DICTATION.—Continued study of chromatic and minor scales; intensive drill in diatonic and chromatic intervals; two and three-part singing. Fixed pitch of A in relation to other tones continued; simple modulations; more difficult interval skips and rhythmic figures.

101, 102. HARMONY.—Scales, intervals, triads, keys, signatures, harmonization of melody and figured bass, using triads, dominant seventh, and inversion with simple modulation.

201, 202. HARMONY.—Harmonization of melody and bass, using all chords and modulations, harmonic analysis; transcription.

111, 112. HISTORY OF MUSIC.—The object of this course is to give a broad, general understanding of music through the background of history. A study of the origin of music; prehistoric music; lives of musicians.

211, 212. HISTORY OF MUSIC.—This course is a continuation of the above with the beginning of opera; romantic movement; development of the sonata and instrumental music; romantic opera; study of the modern schools.

CREDIT AND TUITION

Piano	6 semester hrs. per year, \$4.00 a month
Voice	6 semester hrs. per year, \$4.00 a month
Sight Singing and Dictation	4 semester hrs. per year \$2.00 a month
Harmony	6 semester hrs. per year, \$4.00 a month
History of Music	6 semester hrs. per year, \$4.00 a month

SCIENCE DEPARTMENT

101, 102. GENERAL CHEMISTRY.—Eight semester hours. Two recitations and from 4 to 6 hours laboratory work per week throughout the year. This course is required in the following groups: Agriculture, Home Economics, and General. It may be used as an elective in the Business and Teachers' Group.

The purposes of the course are: First, to develop an appreciation of the scientific procedure as it has been applied in the derivation and testing of the fundamental theories of the science; second, to give a knowledge of the application of these theories to health, medicine, agriculture, and the home. Sections will be organized for the Agriculture, Home Economics, and General Groups, so that each group will see how chemistry may be applied to its needs. A term paper will be required of all students for the second semester, in order to give the student detailed knowledge about one important subject of value to his group.

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A laboratory fee of \$3.00 per semester is charged for this course.

201, 202. ORGANIC CHEMISTRY. Prerequisite: Chemistry 101, 102, or the equivalent. Eight semester hours. Two recitations and from 4 to 6 hours of laboratory work per week throughout the year. Elective to all students of all groups. This course completes the requirements for students in the Agriculture and Home Economics Groups.

The purpose of the course is to teach in the first semester the application of the hydrocarbons, alkyl halides, ethers, aldehydes, ketones, acids, amines, amides, carbohydrates, fats, and proteins. The aromatic hydrocarbons, their derivatives, enzymes, vitamins, hormones, and dyes will be studied the second semester.

A laboratory fee of \$3.00 per semester will be charged for this course.

211. BOTANY.—Four semester hours. First semester. Three lecture periods and one two-hour laboratory period per week. Laboratory fee, \$3.00.

This course deals with the structure and functions of plants, morphology and physiology, and is designed to give a general knowledge of facts and fundamental principles of plant life. Field trips are taken during this semester's work to study the maturing of plants and the ripening of fruit. Each field trip is written up and handed in by students.

212. BOTANY.—Four semester hours. Second semester. Three lecture periods and one two-hour laboratory period per week. Laboratory fee, \$3.00.

This course is a continuation of Botany 211, including the study of algae, fungi, mosses, and ferns, with stress on the economic importance of pathogenic fungi, together with a study of the flowering plants, classification, and ecology. A collection of flowers will be made in connection with the course. Field trips are taken to study germination, budding, and different formations and associations of plants.

The above courses in botany are required of sophomores in the Agriculture Group, and are elective for the General Group, Home Economics Group, and Teachers' Group.

SOCIAL STUDIES DEPARTMENT

101. MODERN EUROPEAN HISTORY.—Three hours credit. Three times each week. First semester.

The first three weeks will be given to a study of history from the

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decline of the Roman Empire to the sixteenth century. This survey will serve as a background in linking the past history with this period. Special emphasis will be placed on the following topics: the forming of modern Europe, dynastic and economic statecraft, and revolutionary developments in the modern world. Outside readings and a term paper will be required of each student. This course covers the period to 1815.

102. MODERN EUROPEAN HISTORY.—Three hours credit. Three times each week. Second semester.

This is a continuation of History 101. It covers briefly the time from 1815 to the present. It develops briefly the evolution of European civilization during the nineteenth and early twentieth centuries. Special stress will be placed on international relations which brought on the World War and problems from that period to the present.

201. AMERICAN HISTORY.—Three semester hours. First semester. Three recitations per week.

This course begins with a brief review of European History, which serves as a basis for continued study. A study is made of early discoveries, explorations, and colonizations in the world. The beginning and development of American institutions and government is carefully studied. Differences which led to the separation of the North and the South are traced from beginning to end. The course extends through the Civil War period. Weekly outside readings are required of each student.

202. AMERICAN HISTORY.—Three semester hours. Second semester. Three recitations per week.

This course consists of a study of the many problems of interest which confronted the people in our nation following the Civil War. A general study is made in regard to reforms in government and consolidations of different kinds during the Reconstruction Period. Learning how the nation got additional territory and how it happened that the country was involved in the Spanish American War and the World War makes an interesting and worthwhile part of the course. A constant effort is made to show how developments throughout American history have contributed to the social and political institutions in the United States today. A term paper is required of each student.

111. POLITICAL SCIENCE.—Three hours credit. Three recitations per week. This course is given during the first semester. Together with the next course, Economics, it forms a year's work. This course is required of all students classified under Agriculture, Business, and Home Economics. Students classified under the General Group, Teachers' Group, or Music Group may elect it. The purpose of this course is

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to give the student a thorough understanding and knowledge of the more important facts concerning the organization and work of the American National Government and the State Governments in order that he may become an intelligent citizen and in order that he may be able to apply this knowledge to his own particular needs in after life. Among the topics studied are: the nature of the state; the national and state constitutions and their most important applications; the taxing system and financial structure of the government; Congress and the state legislatures; the courts and their importance; the executive and the executive departments; the effect of government upon the individual and his duties toward it; local government and its improvement. Especial stress is laid on recent developments in government, both National and State, and upon important laws passed during the last few years. The student is taught how to acquire information from governmental agencies. Term papers may be written for extra credit but are not usually required unless it is evident that the student needs training in this respect.

12. AMERICAN ECONOMIC LIFE.—Three hours credit. Three recitations per week. This course is given during the second semester. Together with the preceding course, Political Science, it forms a year's work. This course is required of all students classified under Agriculture, Business, and Home Economics. Students classified under the General Group, Teachers' Group, or Music Group may elect it. The purpose of the course is to give the student a thorough understanding and knowledge of the organization and functions of the American economic system in order that he can acquire further information of an economic nature as he needs it and in order that he can make his own life and the life of others as valuable as possible under our present economic order. Topics are: the development of our present economic order; standards of living; agricultural and industrial production and their improvement; banks and banking; income; the efficient use of income; international trade; proposals for reorganizing our economic system; and making our economic life more satisfying. The student is taught how to acquire further information which he might desire. The study of present economic trends and their application in actual life today are stressed. Term papers may be written for additional credit but are usually not required unless it is evident that the student needs this experience or the information which he would receive.

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